

Minutes
Board of Supervisors
February 9, 2011

The Board of Supervisors of the Northwest Vermont Solid Waste District held its regular monthly meeting on Wednesday, February 9, 2011 at the District Office, 158 Morse Drive in Georgia, VT.

Supervisors Present

Bill Rowe, South Hero – Chair
Jim Tomlinson, Richford
Barry Kade, Montgomery
Dave Clark, Fletcher
Bill Cioffi, St. Albans City
Paul Lambert, Georgia

Joyce Tuck, Isle la Motte
Chris Leach, Swanton
Dave Jacobs, North Hero

Supervisors Absent

Gary Lockerby, Alburgh
Jim Lintereur, Bakersfield
Dave Supernault, Sheldon
Pierre Letourneau, Enosburg

Berkshire - Vacant
Fairfield - Vacant
Grand Isle - Vacant

Others Present

John Leddy, Executive Director

Pam Bolster, Business Manager

Members of the Public

None

6:30 PM – Public Hearing-February 2, 2011

The Public Hearing was called to session at 6:30 PM. The first of two public hearings to obtain public comments on the District's adopted Solid Waste Implementation Plan (SWIP), which has been issued pre-approval from the Vermont Waste Management and Prevention District. No members of the public attended.

7:00 PM – Regular Board Meeting-February 9, 2011

The Board Chair Bill Rowe called the meeting to order at 7:05 PM.

1. **VOTE: Minutes of Board meeting of December 8, 2010. Bill Rowe moved to approve the December 8, 2010 meeting minutes as written. Concluding a brief discussion as to the detail level of minutes, Bill Cioffi seconded the motion. Motion approved without opposition.**
2. Old Business
 - a) Executive Directors Report: Mr. Leddy began by stating that he and Barry attended the Alburgh select-board meeting as planned. He reported that the meeting went very well and contained discussions on collection which is the most important issue for them. Northwest solid waste offered assistance in marketing their commodities and also helping them store extra bales is necessary. The board questioned whether there was any discussion of representation? Mr. Leddy stated that he mentioned to them the

board meeting schedule so that they know when the meetings take place with the hope of encouraging their representative to attend. Payment for past due invoices on their account was received within days of the meeting. The board asked for outreach to inactive towns with Mr. Leddy explaining that the outreach plan for member towns who have no appointed representative was to begin with a letter encouraging that appointment. He also mentioned that our outreach plan includes encouragement of non-member towns to join the district by sending letters offering Mr. Leddy's attendance at a select board meeting in the attempt to get on their agenda. A discussion ensued. Mr. Leddy discussed our new recycling procedure and stated it was working really well. He explained that the district has increased separation. Plastics and metal cans will now be utilized as commodities rather than sending them to the MRF. Storage improvements have been made at the Georgia site. He stated that Barry Domina and Shane Morris have built a new shed for the St. Albans site to provide coverage for the attendants. Mr. Leddy stated that the maple tubing program had been launched but we have had none dropped off to date. He believes that this is due to the time of year and that most tubing is still buried in snow. He noted that we did get press on this program. Mr. Rowe asked if there was a market for this material. Mr. Leddy answered that we have someone taking a full load of tubing and that they will be sending it off to others to see the potential marketability. He also stated that NWSWD is talking to Rubber Sidewalks who though don't use it in their process can send it out on trade for something they do use in their product. Mr. Kade questioned whether there are instructions for how clean it needs to be at drop off. A brief discussion ensued with Ms. Tuck noting that we have a cleaning fee for extremely dirty loads. Mr. Leddy asked for discussion on the recycling bins, explained the current procedure for distribution (first one free, any others charged for), and explained the difficulty of tracking this. It was asked by the board if there is any planned revenue from selling them. Mr. Leddy responded that a nominal amount had been planned in this year's budget. He stated that due to the difficulty in tracking we would like to charge a small fee for each bin rather than continuing with the current policy. A discussion ensued including distribution methods. Mr. Rowe asked that the vote on this be included under new business as agenda states.

- b) Committee Reports: The Mike Ewell dedication sign will be ordered shortly. The sign will cost \$250.00, colors are green and gold to match the existing sign, it measures 42" X 10", wording has been approved and we will install it ourselves.
- c) Finance Reports. Ms. Bolster reports the finances are steady and there is nothing unusual or out of synch. Accounts receivable has the same overdue issues with Duffy's and Burns but that Burns has cleared the oldest outstanding invoices with a check of \$4800.00 and that Catherine Duffy came in with two checks to clear everything 60 days and older, both in response to phone calls. In response to board request, a copy of the pertinent page of the NWSWD charter was read to refresh the board of the policies and procedures of a member town withdrawal from the district. Ms. Bolster noted that the SWIP grant for FY 2012 had been submitted and that we were now authorized to submit invoices to obtain the balance of funds, approximately 13K, and that this would be completed within the next couple of weeks. She stated that the 2010 fourth quarter state waste management reports had been submitted and that the supervisor's reports went out as well. She said that the data collection for both of these submissions showed her clearly where system data was lacking or non-existent and that there are potential solutions that will be explored and worked on in order to streamline the data capturing process. She noted as well that municipal assessment warrant letters had gone out to

the towns and that invoicing against this would be done as scheduled on July 1, 2011. She informed the board that it did bring to light an error in the budget for FY2012 of approximately 7.5K that had to do with the population calculation. The population taken from UVM's estimated Vermont town population list was miscalculated by the inclusion of Grand Isle County which should have been subtracted from the total. Ms. Bolster provided the board with a handout showing how this error occurred and in addition gave them the requested side by side view of FY2011 budget against FY2012, previously requested which showed categorical increase percentages. This will be provided yearly to the board going forward to be utilized prior to finalization of the new budget. A brief discussion ensued. Ms. Bolster provided the board with charts and tables showing drop off site income comparisons for 2008, 2009, and 2010. She explained that over time this chart will be added to reflecting tonnage in comparison to income which can potentially tell us quite a bit. The intent is to as well add what expenses each site incurs to be able to show true revenue for each drop off site. A request was made from Ms. Tuck to include at each board meeting a spreadsheet showing drop off site income.

3. New Business

- a) **Discussion and VOTE: Shall the Board authorize Pam Bolster on line banking access in order to transfer funds within the districts four accounts, check balances, and place inquiries with the bank. Dave Clark moved and Bill Cioffi seconded the motion: Bill Rowe called for a vote: The vote was all in favor with no opposition. Motion approved.**

Mr. Kade questioned whether the board should consider bonding the officers of the district, a discussion was held and the issue will be revisited.

- b) **Discussion- Collection Schedule:** Mr. Leddy stated that the special collection schedule for calendar year 2011 was complete. He noted that we have made collections more efficient this year by combining collection events for each member town, accepting special collection materials and Household Hazardous Waste on the same day. The board agreed that this was a good plan. A discussion took place with the board asking for a grid of collection for member information detailing the types of material collected at each drop off site as well as what is allowable on town collection days, as well as when and where they occur. It was requested that this grid be ready for Town Meeting Day. Mr. Leddy stated that a grid of allowable materials for the drop off sites was already available on our web site, that we would create one that includes the town collection days, and have it roll out with the NWSWD newsletter, ready and available for town meetings. The board requested heavier marketing of this information going forward. A discussion ensued about C&D and who accepts this. Mr. Leddy stated that North Hero accepts C&D at all times and that the planned Georgia site will accept C&D as well.

VOTE: Shall the board allow a charge for each recycling bin -rather than the current policy with pricing of each at the discretion of the Executive Director, Mr. Leddy. Mr. Rowe motioned and Mr. Cioffi seconded: All were in favor and the motion passed without opposition.

Mr. Clark moved that he board move into executive session at 8:35. Mr. Leach seconded the Motion. Mr. Kade Opposed.

Executive Session Vote: Shall the board approve a raise for Primary Truck Driver Shane Morris? Mr. Kade motioned to provide a raise to Mr. Morris not to exceed \$1,700.00. Mr. Tomlinson seconded. Motion passed without opposition.

Board moved out of Executive Session at 8:45

4. Other Business - None
5. Public Comment – None

The meeting adjourned at 8:50 PM.